



Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, June 18, 2019 at 5:15 p.m.** in the First Floor Conference Room of the J. Reuben Daniel City Hall and Police Station.

Present: Emery G. Doughtie, Mayor
Carl Ferebee, Mayor Pro Tem
Ernest C. Bobbitt)
Suetta S. Scarbrough)
Wayne Smith)

Council Members

Joseph Scherer, MPA, MS, City Manager
Gilbert Chichester, City Attorney
Traci Storey, City Clerk
Kathy Kearney, Deputy City Clerk/Human Resources Manager
Leigh Etheridge, Finance Director
Bobby Martin, Interim Police Chief
Kelly Lasky, Planning & Development Director
John Simeon, Parks & Recreation Director
Larry Chalker, Public Works Director
Jason Patrick, Fire Chief
Christina Caudle, Main Street Director

Mayor Doughtie called the meeting to order and opened the meeting with prayer.

Adoption of Business Agenda

Mayor Doughtie asked Council members about any known conflicts of interest with respect to the matters before them this evening.

There being no conflicts, a motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Smith and unanimously carried to adopt the business agenda for June 18, 2019 as presented.

Special Recognitions

2019 BARC Scholarship Award

Human Resources Manager Kearney stated the BARC Committee would be presenting the 2019 BARC Scholarships. Members of the BARC committee are Helen Reed (Fire), Donald Tart (Planning), Heather Pleasant (Police), Meagan Browder (Parks & Rec) and Teresa Medlin (Public Works). The BARC committee meets once a month and asks members if anyone in their department has any hardships. BARC tries to give money to employees having hardships such as going to the doctor out of town or to those who have had surgery. She stated last year the City had fourteen (14) employees who had an immediate family member die which seemed like a lot to have in one year. When there is a death in the family, BARC will take food to the house or if the family needs money more, they make a \$50 donation. Tonight they want to celebrate employees who have children that were graduating high school and going to college. She explained the committee sends out scholarship packets to all the departments and employees that have children graduating have their child complete the application. They get letters of recommendation and send in their high school scores and that is how the committee makes a decision on the scholarships. They had two employees' children to recognize this year. (Each student was presented a \$500 scholarship).

Cora Gordon (daughter of Jeremy Gordon and Christina Wells and stepdaughter of Bruce Wells) – Jeremy is her father and is the Garage Supervisor in the Public Works Department and Bruce is her stepfather and is a Firefighter in the Roanoke Rapids Fire Department. Cora is a 2019 graduate of Roanoke Rapids High School. She completed her high school requirements a semester early and earned her CNA while in high school. She worked several part time jobs and took pre-nursing courses at Halifax Community College. By working several part time jobs and attending school, Cora said that she has learned to be responsible and pay attention. At the present time she is continuing to take classes at HCC and works at Hampton Manor.

Cora plans on transferring in the fall from Halifax Community College to Wake Technical College to enroll in their nursing program. Her career goal is to obtain an Associate's Degree and become a Registered Nurse.

A quote about Cora from one of her teachers: *Cora is a once-in-a-lifetime student that teachers dream of having, because she shows up, works hard, has a great attitude, respects those around her, and always goes the extra mile.*

A quote from Cora: *If I receive this scholarship from BARC, I would be very proud that I have been able to contribute to my college expenses and help my parents.*

Elias Lasky (son of Kelly and Dave Lasky – Kelly is the Director of Planning & Development for the City of Roanoke Rapids). Eli is a 2019 graduate of Roanoke Rapids High School. He has been involved in band and theater and participated in several plays.

Eli served and continues to serve as a summer camp counselor at the 4-H Rural Life Center in Halifax. He helps to plan and implement many of the programs. He plans on attending Halifax Community College and taking his pre-requisite college courses before transferring to a major university. He plans on earning his Master's Degree or Doctorate in the field of Astrophysics.

A quote about Eli from one of his teachers: *Elias is extremely dependable and has the utmost integrity and possesses a level of maturity beyond his years.*

A quote from Eli: *I want very badly to one day be able to contribute to the world through my work in astrophysics, and this scholarship would help kick start that burning desire.*

<p>Public Comment (Unscheduled)</p>
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Dr. C.E. McCollum

Dr. McCollum stated he wanted to return to inform City Council they received the Z. Smith Reynolds grant. They will soon receive \$50,000 to build a monument to honor Sarah Keys Evans. He thanked the Mayor, City Council and the City Manager. He said they hope to start work next month. Eastern Carolina Christian College Seminary is the grantee but without the City's help, it would not have been possible. He was looking forward to when the Mayor and City Council will come out for the ribbon cutting. He stated it was an educational project. Looking at the Canal Museum and a great representation in history with the Underground Railroad, there were some benevolent people, there was always that miracle of human kindness among those who have pity on those less than they are. In talking with Sarah Keys Evans, she had a depiction of the panels that were going to be drawn by the artist Napoleon Hill, but she took exception to one of the panels. It was the one that showed her being handcuffed behind her back and escorted off to jail. She insisted it did not happen like that; they did not handcuff her and does not want that picture of her being handcuffed. She was terrified because she was in the South and it was late at night and going down some dark roads. The frightening

part of it was what she had to deal with in her own mind. She could not rest in jail, she paced the floor all night. She wanted to make sure that the panel would be corrected and that they did not manhandle her whatsoever. He stated that was a testimony to the police force even back then. He did not know if it was because of the uniform that she wore or if it was because she was a woman. He thanked them again.

Approval of Council Minutes

Motion was made by Councilwoman Scarbrough, seconded by Councilman Smith and unanimously carried to approve the June 4, 2019 Regular City Council Meeting minutes as drafted.

New Business

Consideration of Fiscal Year 2019 – 2020 Budget Ordinance

City Manager Scherer stated the proposed FY 2019-2020 budget was presented to Council at the May 21, 2019 City Council meeting and a copy of the budget has been on display for public inspection at the Clerk's Office and on the City's website since May 22, 2019. A public hearing was held at the June 4, 2019 Council meeting for citizen input. Since then, there has been no other input received by his office. He noted one change, the liability insurance quotes have come in at much less than what they had previously budgeted. He recommended taking \$50,000 of those savings and put in the demolition line under Planning & Development in order to move forward with cleaning up some sites around town that need to be demolished. He said a budget ordinance, Ordinance No. 2019.04, has been prepared in order to adopt the FY 2019-2020 budget and asked for Council to consider its adoption.

ORDINANCE NO. 2019.04

City of Roanoke Rapids

FY 2019- 2020 Budget Ordinance

BE IT ORDAINED by the City Council of the City of Roanoke Rapids, North Carolina that the following anticipated fund revenues and departmental expenditures together with a certain Fee and Charge Schedule, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

SUMMARY

General Fund (Operating)	\$ 15,729,139.00
General Fund (Capital)	0.00
Municipal Swimming Pool	36,150.00
Drug Enforcement Fund	25,000.00
Roanoke Rapids Theatre	<u>1,080,000.00</u>
TOTAL	\$16,870,289.00

Section 1. General Fund

Anticipated Revenues:

2019 Ad Valorem Taxes	\$6,997,737.00
Prior Years Ad Valorem Taxes & Penalties	103,495.00
Payments in Lieu of Taxes	33,000.00
NC Tax and Tags	774,105.00
Lease Vehicles	19,307.00
Business Registry Collections	3,500.00
Powell Bill Street Allocations	439,162.00
Sales Tax	3,403,130.00
Solid Waste Disposal Tax	11,048.00
ABC Profits	41,200.00
Christmas Parade	3,900.00
Police Grants and Donations	11,750.00
Fire Grants and Donations	1,500.00
Recreation Grants	68,000.00
Senior Center Grants and Donations	79,700.00
Library Grants and Donations	14,798.00
Roanoke Canal Museum Grants and Donations	12,000.00
Public Works Grant/NCDOT Street Sweeper	9,000.00
Solid Waste User Fees and Penalties	1,531,444.00
Court Costs	3,344.00
Animal Control	3,000.00
Inspection Fees	121,289.00
Lot Cutting Revenue	14,000.00
Cemetery Revenue	107,694.00
Recreation User Fees	78,204.00
Roanoke Canal Museum Fees	2,350.00
Community Center Receipts	40,000.00
Lease Revenue	18,226.00
Planning/Zoning Fees	18,189.00
Public Works Fees	26,916.00
Library User Fees	16,000.00
Utility Franchise Taxes	1,447,529.00
Beer and Wine Tax	72,000.00
Miscellaneous Grants	20,000.00
Miscellaneous Revenue	25,070.00
Insurance Reimbursement	25,000.00
Interest Earnings – General Fund	50,555.00
Sale of Wreck Reports	7,997.00

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Occupancy Tax	4,000.00
Sale of Surplus Property	45,000.00
Municipal Ordinance	25,000.00
Theatre Transfer	1,080,000.00
Fund Balance – Regular	0.00
TOTAL REVENUES	\$16,809,139.00

Authorized Expenditures:

Operating

Legislative	\$56,077.00
General Government	1,662,151.00
Administrative	319,449.00
Main Street Development	63,859.00
Elections	4,000.00
Finance	276,652.00
Information Systems	49,910.00
Revenue Collections	278,835.00
Legal	29,200.00
Planning & Development	528,658.00
Government Buildings	97,740.00
Police	3,292,139.00
Fire	2,045,295.00
Public Works	512,858.00
Central Garage	249,688.00
Combined Street and Powell Bill	1,931,738.00
Solid Waste	790,529.00
Refuse	479,338.00
T. J. Davis Center	376,927.00
Aquatic Center	213,757.00
Parks and Recreation Maintenance	503,774.00
Chaloner Center	93,320.00
Senior Center	131,324.00
Transportation Grant	30,825.00
Andrews Meeting Hall	12,950.00
Miscellaneous Grants	55,800.00
Community Center	113,665.00
Library	337,784.00
Cemetery	124,733.00
Property Maintenance	466,322.00
Roanoke Canal Museum	105,139.00
Miscellaneous	20,925.00
Debt Service	439,246.00
Capital Reserve	34,532.00

Subtotal Operating Expenditures **\$15,729,139.00**

General Fund Capital **0.00**

Roanoke Rapids Theatre
Theatre Debt Payment **\$1,080,000.00**

TOTAL GENERAL FUND EXPENDITURES **\$16,809,139.00**

Section 2. Municipal Swimming Pool Fund

<u>Anticipated Revenues:</u>	
Interest Earnings	\$800.00
Concession Revenue	5,700.00
Miscellaneous Revenue	2,000.00
Special Programs	1,850.00
Kings Dominion Ticket Sales	2,000.00
Athletic Sponsorships	<u>7,800.00</u>
TOTAL REVENUES	\$36,150.00

<u>Authorized Expenditures:</u>	
TOTAL EXPENDITURES	\$36,150.00

Section 3. Drug Enforcement Fund

<u>Anticipated Revenues:</u>	
Drug Forfeiture Revenue	<u>\$25,000.00</u>
TOTAL REVENUES	\$25,000.00

<u>Authorized Expenditures:</u>	
TOTAL EXPENDITURES	\$25,000.00

Section 4. Additional Appropriations

- A. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all outstanding encumbrances on June 30, 2019.
- B. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all unencumbered line item balances at June 30, 2019 having derived from contributions, donations or grant funds.

Section 5. Fee Schedule

There is hereby established for the Fiscal Year 2019 – 2020 various fees and charges as scheduled herewith:

Revenue/Tax Department

Business Solid Waste User Fee & Disposal Fee	\$20.00 per Container per month
Roll-Out Containers	\$20.00 for each Additional Container
Residential Solid Waste Fee	\$220.00 per Residential Unit per year \$220.00 per year for 2 nd Container
Roll-Out Containers	City cost per Container
Business Registration Fee	\$20.00 per year

Itinerant Merchant, Peddler & Vendor License Fee	\$20.00 per year
Motor Vehicle Tax	\$11.00 per Licensed Vehicle
Municipal Taxi/Limo Tax	\$15.00 per Vehicle
City Beer & Wine Retail Licenses	
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$ 5.00
On-premises unfortified wine, on-premises fortified wine, or both	\$15.00
Off-premises unfortified wine, off-premises unfortified wine, or both	\$10.00
City Beer & Wine Wholesaler License	\$37.50

General Government

Photocopies	\$.20 per copy/Letter Size B/W \$.25 per copy/Letter Size Color \$.25 per copy/Legal Size B/W \$.30 per copy/Legal Size Color \$.30 per copy/Oversize B/W \$.35 per copy/Oversize Color
Recording Fees	Fees correspond with Fees Set by Halifax County Register of Deeds

Police Department

Taxi Permits	\$50.00
Incident Reports	\$ 6.00
Accident Reports	\$ 6.00
Fingerprinting	\$10.00
Photographs	\$10.00
Animal Disposal Fee	\$10.00 per Animal
Beekeeping Permit	\$ 5.00 per Hive

Public Works Department

Driveway Permits	\$50.00 each Driveway
Lot Cutting Fees and Abatement	Cost plus \$250.00 Administrative Fee
Debris Removal & Special Collections	
Collection Costs	
Small Pickup	\$35.00 per load
35 Foot Trailer	\$70.00 per load
Disposal Fees	
Transfer Station	\$55.00 per ton or current price
Landfill	\$60.00 per ton or current price
Tub Grinding	Current Market Price
Permit to Dig in Street (Utility Cuts)	\$400.00 per cut
Cemetery Lot Fees	<u>Resident:</u>

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Sections A-E - \$1,000.00 per 4 Grave Plot
 Section G - \$800.00 per Site
 Section H - \$250.00 per Space
 Section I - \$500.00 per Space
 Section J - \$1,000.00 per 2 Grave Companion Plot
 Section K - \$2,000.00 per 4 Grave Plot
 Section L - \$1,200.00 per 2 Grave Companion Plot
 Section O - \$500.00 per Space

Non-Resident:

Sections A-E - \$2,000.00 per 4 Grave Plot
 Section G - \$1,600.00 per Site
 Section H - \$500.00 per Space
 Section I - \$1,000.00 per Space
 Section J - \$2,000.00 per 2 Grave Companion Plot
 Section K - \$4,000.00 per 4 Grave Plot
 Section L - \$2,400.00 per 2 Grave Companion Plot
 Section O - \$1,000.00 per Space

Cemetery Grave Preparation (Residents & Non-Residents)

Monday – Friday: \$700.00*
 Weekends and Holidays: \$900.00

****Overtime charge of \$75.00 per hour after 2:00 p.m. on weekdays.***

Foundation Fees (Residents & Non-Residents)

\$150.00

Note: Urn burials are one-half (1/2) the regular fee.

Cemetery Deed Fee

Fees correspond with Fees Set by Halifax
 County Register of Deeds

Library

Library Non-Resident Borrower Card

\$20.00 per year

Replacement of Lost Card

\$ 5.00 each

Photocopies

\$.20 per copy/Letter Size
 \$.25 per copy/Legal Size
 \$.30 per copy/Oversize

Computer Printouts

\$.40 each

Videocassette Rental

\$.50 each

Fines:

Juvenile Books	\$.15 per day (Max. \$3.60)
Juvenile Cassettes	\$.15 per day (Max. \$3.60)
Adult Books	\$.20 per day (Max. \$5.00)
All Magazines	\$.20 per day (Max. \$4.00)
Adult Audiobooks	\$.30 per day (Max. \$6.00)
Adult Music Cassettes	\$.25 per day (Max. \$5.00)

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Videocassettes	\$ 1.00 per day (Max. \$12.00)
Video Not Rewound	\$ 1.00 each
Video in Bookdrop	\$ 2.00 each
Equipment	\$ 5.00 per day
Long Overdue Fine	\$15.00 each
Interlibrary Loan: Postage Fee	\$ 5.00 per item*
Overdue Fine for City of Roanoke Rapids	\$.50 per day (Max. \$10.00)
Overdue Fine/Copies	Varies*

*** Established by and payable to Lending Library.**

Lost or Badly Damaged Items	Replacement Cost for Item plus \$5.00 Non Refundable Processing Fee
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Damaged Material: Adult Audiobook Cassettes	\$ 8.00 each
Adult Audiobook CD's	\$10.00 each
Adult Audiobook Cases	\$ 6.00 each
Adult Audiobook CD Cases	\$10.00 each
Audio Cassette Box	\$ 1.00 each
Barcode	\$ 1.50 each
Blue Music Pouches	\$ 1.00 each
Book Covers	\$ 2.00 each
Cleaning Fee	\$ 2.00 each
Juvenile Book/Cassette Bags	\$ 2.00 each
Pockets	\$.50 each
Repair of Torn Pages	\$.50 each
Video Black Cases – Single	\$ 2.50 each
Video Black Cases – Double	\$ 4.00 each

Sale Books & Videos (Unusable gift books or books deleted from our collection):

Magazines	\$.10 each
Paperbacks	\$.25 each
Hardbacks	\$.50 – 3.00 each (Depending on age & condition of book)
Audiobooks	\$ 1.00 – 5.00 each (Depending on age & condition & # of cassettes/CD's)
Videos	\$ 2.00 – 5.00 each (Depending on age & condition & # of cassettes/DVD's)

Library Class Fees:

Classes offered through the Library shall be set up on a "break even" basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

- \$10.00/session for 10 – 14 participants
- \$12.50/session for 15 – 19 participants
- \$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

Parks & Recreation

Class Fees:

Classes offered through the T. J. Davis Recreation Center shall be set up on a "break even" basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

\$10.00/session for 10 – 14 participants
\$12.50/session for 15 – 19 participants
\$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

Athletic Fees:

Adult Athletics – Team registration fees are based on breaking even on direct cost (officials, trophies, scorekeepers/field supervisors, etc.). In addition, a \$10.00/game maintenance/utility fee will be charged for basketball and \$5.00/game for softball.

In addition, non-resident adults will be charged \$25.00.

<u>Youth Athletics</u>	Resident Youth: \$15.00	Non-Resident Youth: \$45.00
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Athletic User Fee:	Resident: \$5.00	Non-Resident: \$10.00
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Softball Field Rental Fees: \$7.00/game per field for tournaments. A \$25.00 non-refundable deposit is required to reserve a field which is applied to field rental and can be refunded if tournament is cancelled 30 days in advance.

Picnic Shelter Reservation Fees:	\$20.00/day for Residents and \$40.00/day for Non-Residents for Emry, Rochelle and Chockoyotte Shelters
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Recreation I.D. Card Fees:	\$10.00 for Youths \$25.00 for Adults
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T. J. Davis Room Rental Fees: Multi-purpose and Chum's Corner (larger rooms)	\$30.00 per rental for non-profit group or individual resident \$40.00 per rental for private or corporate groups
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Classroom (smaller room)	\$25.00 per rental for non-profit group or individual resident \$30.00 per rental for private or corporate groups
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T. J. Davis Center/Gym Rental Fees:	\$50.00 Resident, \$90.00 Non-Resident (after hours) per hour with a minimum of 2 hours \$30.00 per hour for Non-Resident School Groups during non-peak normal operating hours
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Centennial Park Only Rental Fee:	\$20.00 flat rate per day \$40.00 Non-Resident
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Resident Senior (55+)	\$ 2.25
Non-Resident Senior (55+)	\$ 4.50
RED CROSS CLASSES	
Toddler (Resident)	\$ 30.00
Toddler (Non-Resident)	\$ 60.00
Levels I – VII (Resident)	\$ 45.00
Levels I – VII (Non-Resident)	\$ 90.00
Lifeguard/CPR Classes:	
Resident	\$ 75.00
Non-Resident	\$150.00
Challenge:	\$ 45.00
WSI Classes:	
Resident	\$ 80.00
Non-Resident	\$160.00
Individual Lessons:	
Resident	\$ 50.00
Non-Resident	\$100.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident	\$ 2.75
Non-Resident	\$ 5.50

Annual Passes: *(This is the cost from January to December 31. The fees are prorated down each month.)*

Family Resident	\$365.00
Family Non-Resident	\$730.00
Individual Resident	\$200.00
Individual Non-Resident	\$400.00
Resident Senior (55+)	\$155.00
Non-Resident Senior (55+)	\$310.00

(Memorial Day to Labor Day)

Aquatic Center Open and Lap Swim

Residents	\$ 3.50
Non-Residents	\$ 7.00
Resident Senior (55+)	\$ 2.00
Non-Resident Senior (55+)	\$ 4.00

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents	\$ 1.00
Non-Residents	\$ 2.00
Resident Senior (55+)	\$ 1.00
Non-Resident Senior (55+)	\$ 2.00

Wade Pool

Residents	\$ 1.00
Non-Residents	\$ 2.00

Outdoor Pool Passes (Residents Only):	
Child & Adult	\$ 94.00
Family	\$188.00
Seniors (55+)	\$ 59.00

Aquatic Center & T. J. Davis Pools Rental		
(Minimum of Two (2) Hours)	<u>Resident</u>	<u>Non-Resident</u>
Up to 25 participants	\$ 90.00/hr.	\$110.00/hr.
26 to 50 participants	\$115.00/hr.	\$140.00/hr.
51 to 75 participants	\$140.00/hr.	\$175.00/hr.

Discount: A 10% discount will be given to groups, organizations and corporations that have 20 or more in attendance at one time or purchase passes for 20 or more.

Kapstone (monthly fee)	\$250.00
Halifax Academy Swim Team (per lane, per hour)	\$ 10.00
Swim Meet – Ticket Price (8 years older & above)	\$ 5.00
<i>(Everyone pays except school swimmers and 2 coaches from each team, timers are not exempt.)</i>	
ECA - year-round swim team (per person, per month)	\$ 30.00

Planning & Development

Rezoning Petition	\$350.00
Voluntary Annexation Petition	\$250.00
Zoning Compliance Certification Letters	\$ 50.00 per individual site
Conditional Use Permit	\$350.00
Special Event Permit	\$ 35.00
Special Event Permit (events designed to attract 5,000 or more spectators or participants)	\$250.00
Ordinance Text Amendment Petition	\$350.00
Variance Petition	\$350.00
Land Use Violation	\$ 50.00 per day
Land Use Permit	\$ 50.00
Business Use Permit	\$ 75.00
Temporary Power	\$ 50.00
Processing Fee for petitioner withdrawal of Variance Petition, Conditional Use Permit or Rezoning Petition	\$350.00
Site Plan Review	\$200.00 per site plan review*
	<30,000 ft ² of impervious surface
	\$700.00 per site plan review
	>30,000 ft ² of impervious surface

****This fee shall increase to \$700.00 whenever the services of an outside engineering firm is necessary and retained by the City to evaluate a specific drainage problem area outside of the expertise of the City Public Works Director. This is to be determined on a case by case basis upon review of proposed development site plans.***

Halifax County Plan Review Fee*	\$ 50.00
Roanoke Rapids Sanitary District Plan Review Fee*	\$ 50.00

****All plans, determined by Planning staff to require review by the Halifax County Building Inspections Department, and/or the Roanoke Rapids Sanitary District shall be subject to this fee prior to review.***

Commercial Building (Preliminary Plan, Construction Plan) Review:	
Additional Charge per review for failure to satisfy review comments	\$100.00
Technical Review and Fee (based on square footage of project)	
Square Footage of Project Area/Site	Fee
less than 10,000 SF	\$125.00
10,000 SF – 29,999 SF	\$250.00
30,000 SF - 49,999 SF	\$375.00
50,000 SF - 69,999 SF	\$500.00
70,000 SF or greater	\$700.00
Street Closing Petition	\$475.00
Final Subdivision Plat	
Minor Subdivision	\$ 50.00
Major Subdivision	
With Improvements	\$100.00 plus \$50.00/lot
Without Improvements	\$ 75.00 plus \$25.00/lot

Note: The petitioner is responsible for all associated advertising expenses.

Maps	\$ 5.00 per sheet
Land Use Ordinance (to recover actual per copy duplicating costs)	\$ 30.00
Comprehensive Development Plan	\$ 15.00
Zoning Maps (Color)	
Small	\$ 15.00
Large	\$ 30.00
Electrical Inspection of Existing Structure Requested by Power Company	\$ 35.00
Issuance of Certificate of Compliance	
Major Renovations (More than \$30,000.00)	\$ 75.00
Minor Renovations (\$30,000.00 or less)	\$ 35.00
Failure to Call for Proper Inspection	\$100.00
Removal of a Notice of List Pending	\$ 50.00
Home Occupation Permit	\$ 50.00
Recombination Plat	\$ 50.00

Supplement plan review fees for wireless communication facilities shall be charged in addition to a City processing fee as follows:

<u>Review</u>	<u>City Processing</u>	<u>3rd Party Supp.</u>
(1) Concealed Attached WCF	\$100.00	\$500.00
(2) Collocated or Combined WCF	\$100.00	\$500.00
(3) Freestanding Concealed WCF	\$100.00	\$500.00
(4) Non-concealed Freestanding WCF	\$100.00	\$500.00

Code Enforcement Division Fees:

ABC Permit Application Inspection Fee	\$ 75.00 per inspection
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Building Permit:

- (A) A permit to demolish or remove any size structure shall be issued upon proper application. Fees for such demolition or removal are as follows:

- (1) Moving of an approved structure \$100.00
- (2) Demolish structure \$100.00

(B) A permit to modify, construct and/or erect advertising signs shall be issued, upon proper application, in accordance with the following schedule:

Type of Sign and Work	Fee Per Sign Face
Erection of outdoor advertising (off-premises) sign	\$175.00
Erection of principal use signs:	
Fifty (50) sq. ft. or less	\$ 50.00
More than fifty (50) sq. ft.	\$100.00
Erection of commercial accessory signs	\$ 10.00
Erection of temporary signs	\$ 10.00
Modification of existing signs	\$ 10.00

(C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars (\$50.00) or the applicable amount based upon a schedule of five dollars (\$5.00) per one thousand dollars (\$1,000.00) of construction value. For the purposes of this subsection, construction value shall be the greater of the value derived utilizing either the Southern Building Code Congress International, Inc., *Building Valuation Data* or the sum of all building related costs for the project.

(D) In addition to any other fees established by the provisions of this section, whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit, the general contractor shall pay a fee in the amount of five dollars (\$5.00) for each dwelling unit to be constructed or altered under the permit.

Plumbing Permit:

(A) A plumbing permit shall be issued, upon proper application, for a fee of fifty dollars (\$50.00) plus five dollars (\$5.00) per fixture.

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

(A) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule I:

- (1) Each boiler or furnace, including duct distribution system thereof when covered by the same permit, or duct distribution system thereof only.
- (2) Each floor furnace, wall circulator or heater, circulating heater, direct-fired unit heater, gas radiator, blast furnace, rotary dryer, annealing furnace and duct heater industrial oven.
- (3) Conversion or replacement of mechanical firing equipment.

SCHEDULE I

Fossil Fuel (BTU/HR)	Fee
50,000 or less	\$15.00
50,001 to 100,000	\$20.00
100,001 to 200,000	\$25.00
Above 200,000	\$30.00

- (B) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule II. Each air conditioning or heat pump system, including major components and duct distribution system thereof when covered by same permit, or duct distribution system thereof only, or major component only.

SCHEDULE II

<i>Air Conditioning Compressor Rating</i> <i>(Nominal) - Tons</i>	<i>Fee</i>
5 or less	\$15.00
5.1 to 15	\$20.00
15.1 to 50	\$30.00
Above 50	\$40.00

An additional five dollars (\$5.00) fee for split systems.

- (C) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule III. Each refrigeration system including major component only.

SCHEDULE III

<i>Refrigeration Compressor Rating</i> <i>(Nominal) - Tons</i>	<i>Fee</i>
5 or less	\$15.00
5.1 to 15	\$20.00
Above 15	\$25.00

- (D) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule IV. Each hood over cooking ranges (in other than residences and multi-family houses), candy kettles, cruller furnaces and appliances for frying, barbecuing, broiling and bakery (baking) of foods, including exhaust duct system thereof when covered by the same permit, or exhaust duct system thereof only.

SCHEDULE IV

	<i>Fee</i>
10 or less	\$15.00
10.1 to 50	\$20.00
50.1 to 100	\$25.00
Above 100	\$30.00

- (E) Permit fees for the installation or replacement of any blower or fan in other than residences installed for ventilation or removal of dust, gases, fumes and vapors shall be fifty dollars (\$50.00) each.
- (F) Permit fees for the modification, repair or replacement of duct systems shall be fifty dollars (\$50.00) each.
- (G) Permit fees for the installation or replacement of gas appliances and piping shall be fifty dollars (\$50.00). No permit shall be required for the replacement of a gas appliance where piping is not altered.

Electrical Permit:

- (A) An electrical permit shall be issued, upon proper application, for a fee of fifty dollars (\$50.00) plus the applicable amount in accordance with the following schedule:

(1)	Outlets:	
	Each 220 volt outlet	\$ 3.50
	Each 110 volt outlet	\$.50
(2)	Motors:	
	Each motor	\$ 3.50
(B)	Electrical change of service greater than 400 amp:	\$90.00

Mobile Home Permit:

A mobile home permit shall be issued upon proper application for a fee of fifty dollars (\$50.00).

Fire Sprinkler System Permit:

A fire sprinkler system permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus one cent (\$.05) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus one cent (\$.05) per square foot of floor area.

Reinspections:

The above fees entitle the applicant to one inspection. For each extra inspection made necessary through the failure of any person in charge of work to install in the proper manner or to otherwise create conditions making such additional inspection or trip necessary, there will be an additional charge of thirty-five dollars (\$35.00). When a third party inspection agency is involved, there will be an additional charge of seventy dollars (\$70.00).

General Miscellaneous Permit Refund Processing Fee	\$ 30.00
Fee for Issuance of Certificate of Occupancy (C.O.)	\$ 75.00

Penalty:

An additional charge equal to one-half (1/2) the required permit fee (minimum fee \$100) shall be added to the permit fees previously set forth for failure to initially secure a permit prior to starting a job or commencing any work on a building or service system before obtaining the necessary permit.

Section 6. Levy of Taxes

There is hereby levied for the Fiscal Year 2019 – 2020 an Ad Valorem Tax Rate of \$.651 per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2019, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. This rate of tax is based on an estimated valuation of \$1,137,075,561. **Taxpayers who pay their bill in July or August will receive a two percent (2%) discount.**

Section 7. Summary of Items included in the capital budget

Section 8. Special Authorizations – Budget Officer

- A. The Budget Officer or his designee shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as he deems necessary.
- B. The Budget Officer or his designee shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced.

- C. Interfund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the City Council.
- D. The Budget Officer or his designee shall be authorized to make releases and refunds of property taxes less than \$100.00 which have been levied or collected in error. The Budget Officer shall report in writing monthly to the City Council in regard to releases and refunds made.
- E. The Mayor or City Manager shall be authorized to execute contractual agreements in the following specified areas: Consultant, Professional, Maintenance/Service Agreements and Acceptance of State and Federal Grant Funds.

Section 9. Restrictions – Budget Officer

- A. Interfund and interdepartmental transfer of monies, except as noted in Section 8, shall be accomplished by City Council authorizations only.
- B. Utilization of appropriations contained in Contingencies may be accomplished only with specific approval of the City Council.

Section 10. Billing and Collecting of Solid Waste Collection & Disposal Fees Under NCGS 160A-314.1

The residential solid waste collection and disposal fee shall be billed with property taxes, shall be payable in the same manner as property taxes, and, in the case of non-payment, shall be collected in any manner by which delinquent personal or real property taxes can be collected. The fees are a lien on the real property described on the bill that includes the fee. The Residential Solid Waste Fee is \$220.00 per residential unit per year and the Business Solid Waste User Fee and Disposal Fee is \$20.00 per container per month.

Section 11. Cost of Living Adjustment/Bonus Pay

A one-time bonus payment of **\$500.00** will be paid to all Full-Time staff; and a **\$250.00** one-time bonus payment will be paid to Permanent Part-Time staff on **July 3, 2019**. As a result of the one-time bonus payment for fiscal year **2019-2020**, there will be no change to the City of Roanoke Rapids Salary Schedule. To be eligible for bonus pay, staff must have been actively employed as of June 30, 2019.

Section 12. Supplemental Retirement Plan Contributions

The City will make an employer contribution to a supplemental retirement plan for non-law enforcement employees during Fiscal Year 2019 – 2020. If employees contribute to the supplemental retirement plan, the City will match dollar for dollar up to a maximum of three percent (3%).

Section 13. Utilization of Budget Ordinance

This Ordinance shall be the basis of the financial plan for the City of Roanoke Rapids municipal government during the 2019 – 2020 fiscal year. The Budget Officer shall administer the Budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Finance Department shall establish and maintain all records which are in consonance with this Budget Ordinance, and the appropriate Statutes of the State of North Carolina.

ADOPTED this 18th day of June, 2019.

ATTEST:

Traci V. Storey, City Clerk

Emery G. Doughtie, Mayor

Approved as to form:

Gilbert W. Chichester, City Attorney

Motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to adopt Budget Ordinance No. 2019.04.

City Manager's Report

City Manager Scherer stated a new fiscal year is a good time to look ahead to the possibilities and challenges that can be taken on in the upcoming year. There are a host of challenges that face all local governments in the 21st century; delivering services; lack of finance; managing staff; engaging citizens; forming new partnerships; and rapidly evolving technologies and social economic demographics. While some challenges, such as the economy, crime rates and improving infrastructure, are similar no matter the size of the governing body, one major principal in the City's budget development was to help insure the decisions City Council makes financially are going to continue to help the City be sustainable as an organization for many years to come.

He said a well-prepared municipal budget must offer a plan for providing effective and cost-efficient services to the citizens. This is reflected by a budget document that presents the convergence of public policy, financial oversight and operational accountability. Our FY 2019-2020 budget is more than a line item allocation; it provides practical approaches to both short-and long-term priorities.

City Manager Scherer stated our priorities are numerous and the City's responsibility is to address many of these priorities through services provided. The struggle to meet these priorities is balanced with economic realities; there are not sufficient financial resources to fully fund every need. We face increasing citizen demands and expectations with leveling or decreasing revenue. And on top of that, we have a dedicated staff that doesn't want to tell the public that there aren't enough resources to meet those expectations. Our Administration tries to address this through the tools of transparency, good communication, honesty and really inviting people in to make sure that they get their questions answered. Well managed budgets also provide our employees with the satisfaction that they're contributing directly to the community's overall health and well-being. While the challenges are many, we look forward to serving the citizens of Roanoke Rapids with the most effective and cost-efficient services we can provide.

He reported the first draft of the revised ordinance on minimum housing codes has been prepared for legal review by Attorney Chichester.

Finance Director's Report

Finance Director Etheridge gave the following financial report for the month ending May 31, 2019. She reported the operating statement for the month of May shows the General Fund year to date receipts totaled \$14,655,505. The percentage of actual monies collected of adopted budgeted figures total 80.3%. General Fund year to date expenditures totaled \$15,475,152. The percentage of actual monies expended of adopted budgeted figures total 84.8%. After the month of May, 91.67% of the budget year has been completed. She stated they did have a deficit for the month of May and there are many contributing factors as to why. May expenditures exceeded revenues due to a very low revenue month. They recognized a third payroll in the month of May which added an additional \$300,000 in administrative payroll expenditures. They also had the quarterly loan payment for Bank of America in the amount of an extra \$262,000. Finally, they had to pay the required Halifax County E-911 payment of \$79,000. These plus many other items that were required in the month of May do show a deficit for the month.

She stated going forward, they were slightly better than they were this time last year. Last year, the YTD deficit was (\$897,000). As they move in to the close of the year, they have current year revenue opportunities beyond June 30th. They have May and June Sales Use taxes, May and June Motor Vehicle Taxes, June Ad Valorem Taxes, and additional final closeout for Senior Center grant funding from Upper Coastal Plain. She said it would be very critical to balance these last revenues with lower expenditures so they can plan to move forward. It was their hope to break even or a little better for fund balance going into the end of the year.

Mayor Pro Tem Ferebee asked how did they end up last year in relation to the ending balance. Finance Director Etheridge replied last year June was difficult to manage because they recognized three payrolls. But this year that has happened in May which allows them to better plan to hold back expenditures in the final month so they hopefully can end the year with a gain. That is their goal if they can attain that. Mayor Pro Tem Ferebee asked if that goal was on target for that projection. She said they hoped it would be, but it all depends on contingencies and emergencies. May has been one of their lowest months for revenue and cash collections. In light of that, City management has placed a freeze on operational spending unless something is required for critical emergencies and contingencies. They continue to monitor the expenses versus the revenues and hope that with everything that is coming in through August 15th, they will end the year favorably.

Finance Director Etheridge reported today she was able to process the final quarter

of the Utility Franchise Tax which came in slightly higher than budget as well as the Sales & Use Tax for the service month of March which also came in higher than anticipated. As they go into the summer months they hope to see a better percentage of the revenue share from the state.

Mayor Pro Tem Ferebee said with this being the last month of the year, he was looking for a sense that unless something happened in reverse this is where they were going to be versus them saying they were hoping for that.

City Manager Scherer added they have taken a look at revenue projections and anticipate the City will be okay and will meet their obligations.

Councilman Smith asked if they were saying by the time the final sales tax comes in in August, they should be able to meet the budget City Council set for last year. Finance Director Etheridge replied yes as long as they can keep June 30th expenditures down below these revenue elements they will be receiving then that is where they will see a favorable year end. Councilman Smith asked if they were anticipating anything coming up that would cause them not to end favorably. She replied she did not anticipate anything but they never know what contingencies may happen.

Departmental Reports

Human Resources

Human Resources Manager Kearney presented the May report. She said they were advertising for the following vacancies: Recreation Program Supervisor at the Aquatic Center, Firefighter Pool through July 12th and Police Officer (still have one open). During the month of May they received 8 applications, hired 4 life guards and 2 police officers. They held open enrollment for City employees and it will close the end of June.

Councilman Smith asked why the City needed a supervisor for the Aquatic Center, doesn't that fall under the Recreation Department. She replied it did but the person that was in that position resigned.

Police

Interim Police Chief Martin presented the department's May report. He reported the PACE Team has been active over the last month in regards to having it fully staffed at this time. Recently through traffic stops and investigations they have been doing a great job with the detection of narcotics and getting illegal weapons off the street.

Several calls have come in where they have made traffic stops and they have actually picked up narcotics along with stolen weapons from Roanoke Rapids or throughout the county. They recently went to the Department of Social Services and conducted a presentation on gangs to new foster parents. It was a great opportunity for them to do a presentation and they received great reviews from the Department of Social Services and the foster parents. They learned the signs to look for when talking and interacting with their children as well as what they can gather from school.

Interim Chief Martin announced they did get the 4-way stop signs up at 5th and Hamilton. He has been watching traffic on and off there. Public Works Director Chalker has helped to make it more noticeable with cones, extra signs and lights on top of the stop signs. Drivers seem to be grasping the concept of the 4-way stop signs. Thanks to Public Information Officer Lasky, a news release was sent out explaining the proper procedure when drivers reach a 4-way stop sign. He hopes it will continue to be effective and reduce the accidents in that area.

He reported they still have a position they are trying to fill in criminal investigations so that will leave them with the one slot for a police officer. Until they fill that spot, they will keep an officer in place to make sure they have coverage throughout the city.

Councilwoman Scarbrough stated she appreciates him keeping Council updated on the things that were going on.

Interim Chief Martin informed Council that the Police Department was conducting police camp this week. K-9 Officer Ryan Cross with Midas attended camp yesterday and the kids learned a lot about the detection of narcotics. The Fire Department was there today and had a slip 'n slide. The camp is going great and they will have some surprises for the kids through donations by Emily Cross. Pete Richardson from Lake Gaston Pizza will donate pizzas on Thursday after Tracy Story from Spartan Crossfit comes to camp. They plan to go to the movies on Friday. The kids are having a great time and they get to experience the police outside of their uniforms and police cars. The camp has been a success so far.

Mayor Doughtie stated the uniform patrol division numbers look pretty big and asked if he could tell them if those numbers have increased lately. Interim Chief Martin replied those numbers stay fairly consistent. When they see the number of papers served, it all depends on the arrests, charges and subpoenas. Motor vehicle collisions is one of their biggest concerns and the officers have been placed in certain areas of the city where they have received the most complaints to deter

speed. As they do this they hope to reduce the number of collisions. Paper service may fluctuate but most of the time it is pretty consistent.

Councilman Smith stated they have had an increase in cocaine seizures this month. Interim Chief Martin replied yes they have and the biggest thing they are battling with is the overdose epidemic here in Roanoke Rapids. The narcotics division along with the PACE team have really set in to combat these individuals that are bringing drugs into the city limits and selling it. If they are outside the city limits they have teamed up with the SBI and work closely with the Halifax County Sheriff's Office with the sharing of information so they can effectively try to reduce the amount that is flowing into the area. It is unfortunate that every time they arrest one subject there is always somebody to pick up and take their place or bring in just as much as the first person. He hopes to see a decrease in the amount of cocaine and even see nothing in that line because that means it is not in the area.

Mayor Doughtie stated he agreed with Councilwoman Scarbrough's comment that he does keep them informed of what was going on. He said it appears that when the officers pull someone over for traffic violations they get them on a whole list of things when they stop them. It gets around that if criminals come to Roanoke Rapids and don't drive right or act right and the police department stops them, they were going to find out other things that they have that they shouldn't have. Interim Chief Martin said if individuals sell drugs in the City of Roanoke Rapids, the Police Department was going to come see them.

Planning & Development

Planning & Development Director Lasky reported during the month of May, several projects have primarily been under construction. The Inspections Department has been extremely busy. They typically average 75-80 inspections a month and right now they have 15 on the board for tomorrow with another 15 or 16 ready to be scheduled. They will see this during peak heat season where people are finding out their air-conditioning units are not working. The Rooney Ridge Senior Apartments are underway, the inspectors have been spending hours and days over there doing rough-in inspections. Once they finish that, the project should move along pretty quickly.

She said she had been working on the CDBG application that is due in the middle of July and it will be the subject of a public hearing at the next City Council meeting. She has received some information about different things to consider as part of the application. She plans to submit the final one to Council in the next couple weeks.

Planning & Development Director Lasky attended a Census 2020 meeting in Wilson last week. They will hear a lot more about the Census 2020 surveys and information in the next few months. The surveys should start arriving after the first of the year. Right now, they will hear about a census committee and the local government responsibility and having influential people in the community encourage people to take the survey to make sure everyone is counted because of the benefits to the government of the federal allocations received as a result of the population counts.

Councilman Smith stated he was glad Planning & Development Director Lasky was working on the zoning at Premier Boulevard area so the City will be ready when that is open.

Public Works

Public Works Director Chalker presented the report for the month of May. He said the department received 154 logged service orders and noted 1,538 labor hours in right of way cutting. They are also cutting a lot of grass. The street sweeper remains on the street every day. He called attention to the new condensed format of the Public Works monthly report. The department has sent out 192 letters for lot cutting and 12 lots were cut at an assessed cost of \$4,069. The patch truck made 120 patches during the month of May and used 44 tons of stone. Although there was a learning curve, it is making good patches now and they will see some positive improvements in the City's streets because of that.

Mayor Pro Tem Ferebee asked how is it determined where they do the patches, was it through complaints or just knowing where the holes are and do they have enough to get to the major pot holes this year. Public Works Director Chalker replied they respond to complaints first because they want the public to know they are heard and they are servicing their complaint. As complaints come in they reroute the truck to the complaint as soon as they can. If the department does not have any complaints on the board, the Street Superintendent is intimately familiar with the streets and as they ride and feel rough spots they check to see if they have a work order on the list. If not, they update that list. Every day there are plenty of locations for them to go to. As far as getting to all the major holes this year, this truck is capable of patching most pot holes and some larger portions in the street so they will run the truck until the money runs out. The larger sections and some of the larger previous cuts by the Roanoke Rapids Sanitary District where the road is sinking in could involve the department bringing in hot asphalt and rolling it. As they get in to the new budget, they have budgeted funds for both the patch truck and for asphalt repairs. The budget is \$300,000 and they will spend every penny of that.

Councilwoman Scarbrough asked which streets in Roanoke Rapids were state roads. Public Works Director Chalker replied Roanoke Avenue, Tenth Street, Becker Drive, Old Farm Road from Becker Drive out to Interstate 95. She asked how that worked with patching those roads. He said that was NCDOT's responsibility; they do not spend City funds on NCDOT funded streets. If they received complaints about one of NCDOT's streets they give them a call and let them know about it.

Fire

Fire Chief Patrick said he wanted to comment on something from the April report since the department heads did not give a verbal report last month. The department completed testing approximately 700 fire hydrants within four weeks. That was the first time it has been done that quickly in the 22 years he had been with the City. He wanted to call their attention to the guys getting out there and working hard to get it done. He said the weather cooperated and they had a couple of new firefighters working on day shift which helped expedite things too.

He announced the department had completed the shed project at Station 1. He reminded everyone that the Roanoke Rapids School District donated the shed. It was moved from Manning School from the old Hale Plumbing building. The department took it down in sections with the use of Public Works equipment and moved it and put it back up in sections at Station 1. It may have taken a while but with the firefighters working with some of Public Works employees doing concrete and block work they were able to put the building back up. It looks very nice and if they had to pay someone to build the building it would cost an estimated \$25,000. The Fire Department's cost was around \$4,500. That was a big cost savings by the Roanoke Rapids School District donating the building and City employees doing the work.

Fire Chief Patrick reported during the month of May the department responded to 196 calls, performed 659 man-hours of training including some search training at the new training facility. The department also participated in a situation awareness training through East Carolina University and Elizabeth City State University. They set up a booth where firefighters had glasses on that tracked their eye movements when they were shown pictures. The study investigated how firefighters make decisions by looking at pictures of buildings on fire and asking them questions. The study is still in the preliminary stage but they hope to hear back from them soon. He said the firefighters got a lot out of participating in the study.

He said the inspections department completed 40 inspections with 9 plan reviews this month. They held annual servicing of air packs to make sure they meet state

standards and are safe for the firefighters to use. He announced the department will be doing more outreach to older adult communities, churches and senior center. The department participated in 6 public outreaches in May reaching out to 88 citizens. Some of the outreaches included fire extinguisher and CPR classes as well as fire prevention. The department is working to improve fire prevention information on social media by putting out more on the Fire Department Facebook page. They plan to put out fire prevention information and/or message every week.

Fire Chief Patrick reported they are beginning preparation for their ISO Inspection scheduled for September 17, 2019. For the next few months, they will be putting all efforts into getting ready for the inspection. The Office of the State Fire Marshal performs the inspection. This will be a full-blown ISO inspection which they have not had since 2008. The rating at that time was a 4 and is currently a 4. He said he hopes to maintain the 4 because they have lost a few things they had back then, but they have picked up some in other areas. He hopes it will balance out but they will have to wait and see. He explained the ISO rating was related to homeowners insurance; the higher the number the higher the insurance rates will be and the lower the number the lower the insurance rates. That is the benefit of having the Fire Department, their response times and having paid firemen on duty.

Councilman Smith asked what was the trailer the department had that looks like a house. Chief Patrick replied that was the department's "Smoke House." They take it around to the schools and show kids how to evacuate if there is a fire in their home. They have it set up for different safety issues such as cooking safety. It has smoke detectors in it and they have a smoke machine that they can put smoke in the house to set off the smoke detectors. It is a good teaching tool for the kids. They have applied for a grant to get a new one this year because the one they have now is about 30 years old. The Fire Department has rebuilt it twice; it was donated to the City by Carolina Telephone which was a long time ago. If they are awarded the grant, they would be able to bring in older adults more which is one of the groups they want to reach. They have always done a great job going to the schools but they have always waited for church groups and older adults to come to them. They are going to start reaching out to them more. The smoke house they have now is multi-level so you have to crawl; it's made for kids. If they get the new one, adults would be able to walk through it. Hopefully they will hear back soon and if they get the grant it would only be a 5% match from the Fire Department which would be very minimal money as compared to buying a new one. Councilman Smith said that was the first time he had seen it and asked where did they store it. Chief Patrick said they store it at Station 2. He added it was a great tool and there is no telling how many kids have been through it over the years.

Main Street

Main Street Director Caudle presented her monthly report. She highlighted some of the activities that have occurred over the past few weeks. She announced free Wi-Fi was now available at the 1026 Roanoke Avenue green space. They were able to fund that with the same grant used to create the Streetscape Master Plan and Phase I development in 1026. They feel this is a great addition because now there is free public Wi-Fi, access to electricity and water so that provides a great outdoor space where people can perform live music and food trucks can utilize the electricity and water. They are building that space as a great opportunity to use it for seasonal development. One of the things they are promoting through the summer time is that musicians can come in and perform, especially on a Thursday, Friday or Saturday night. They can stream that with the internet access now to draw some of their social media followers in. That space is frequently used in the evenings if there are events on the Avenue. People are utilizing the parking lot in the back and walking through so that may capture them and make them stay a little longer. The Music School intends to have a few performers out there this Friday, June 21st starting at 7:30 p.m. They hope more performers will chose to use this over the summer months.

She reported they had a state site visit May 30th. Naomi Riley who is the NC Main Street Center Coordinator of Downtown Services was here. Ms. Riley met with Main Street Director Caudle, City Manager Scherer, Main Street Board President Bill Mueller and Main Street Board President Elect Sherry Mills. They went through the annual accreditation report and work plan and she made several valuable recommendations to their program. The Board reviewed those over the past few days and they will be meeting again in July to come up with some implementation plans, some of which she will bring before City Council. It was a very effective meeting and a lot of good ideas came from that.

Main Street Director Caudle announced David's Restaurant has sold to local restaurant partners, Terri Chichester and Sofia Phelps. They will be opening a new restaurant in that space called O Aeda's which is Greek for eagle. The Main Street program has been working with Ms. Chichester for over a year on her dream to open a restaurant in the district. David Watson made a very quick announcement and gave about a week from the time he made the decision until he closed the restaurant. They saw this as a great opportunity to try and get Ms. Chichester into that space. She personally has spent a tremendous amount of time promoting all the benefits for why Ms. Chichester purchasing David's Restaurant was a great benefit not only to her with starting a new business in the area but for Mr. Watson and the community. That is really one of the missions of the Main Street program is to utilize our natural and historical resources to facilitate economic growth. It

doesn't happen all the time but there are opportunities where a new business can be a successor for an old one and this is one of those cases. They are sad to see David's go, he has been a staple of our district for over 20 years but they are excited for the opportunity that Ms. Chichester has. O Aetos will focus on fresh ingredients and will be an homage to partner Sofia Phelps' Greek heritage. Ms. Phelps is a long time chef at the Kennon House so she will bring a lot of expertise to this new restaurant. They will be open during the week for lunch, have a tapas menu in the evenings and do fine dining on Friday and Saturday evenings and have brunch menu on Sundays. This will be a great addition for uptown. The purchase due diligence is underway now and they hope to be open by the end of August.

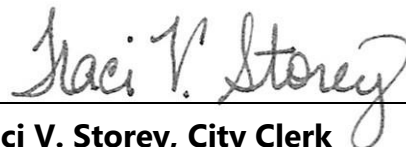
Parks & Recreation

Parks & Recreation Director Simeon presented the May report. He reported the Chaloner Recreation Center project is coming along well. The splash pad installation is complete and has been tested. He gave a demonstration to a couple Council members today. He invited anyone that would like to go out and see a demonstration or see where they were with the site to come out this week. The playground installation has been completed, Dominion Power has installed new poles and reconnected the power to the site. This week they are working on installing a new water line to the building. Rightmyer staged their equipment yesterday and has begun work today and will stay there until the project is complete. They have gotten a lot of progress done in the last couple of weeks out there.

He reported the Lloyd Andrews' building carpet and tile installation along with roof repairs will start Thursday of this week. Tile and carpet will match what was previously there. The roofing company will make some repairs to the roof and add additional downspouts so it can hold more capacity for these heavier rains. The TJ Davis pool opened June 8th and there has been a lot of activity at the pool so far. The department is in full summer mode with camps and activities as well as keeping up with all the grass mowing.

<h3>Other Business</h3>

There being no further business, motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to adjourn. The meeting adjourned at 6:20 p.m.



Traci V. Storey, City Clerk

Approved by Council Action on: July 2, 2019